

North Coast Flight School, Inc.



Certified Flight Instructor Training Course Outline

ASEL

Record of Revisions

Rev No	Rev Date	Initials	Pages Affected
1-4	11-10-2021	FAM	All
5	1-5-2022	FAM	All
6	2-14-2023	FAM	1-9
7	10-31-2023	AJF	2, 3, 6, 8

List of Effective Pages

Page	Revision #	Date
1	Revision 6	2/14/2023
2	Revision 7	10/31/2023
3	Revision 7	10/31/2023
4	Revision 6	2/14/2023
5	Revision 6	2/14/2023
6	Revision 7	10/31/2023
7	Revision 6	2/14/2023
8	Revision 7	10/31/2023
9	Revision 6	2/14/2023

FAA Approved

Principal Operations Inspector
Allegheny FSDO EA-03

Table of Contents

2. Record of Revisions
3. List of Effective Pages
4. Table of Contents
5. Course Title
5. Course Objectives
5. Course Prerequisites
5. Approved Training Course Syllabus
6. Grading
6. Completion Standards
6. Knowledge Tests and Practical Tests
6. Ground School
6. Ground School Facilities
7. Ground School Diagram
7. Training Aids
7. Airport
7. Airport Facility
8. Airport Facility Diagram
8. Aircraft
8. Chief Instructor
8. Assistant Chief Instructor
8. Check Instructors
9. Minimum Instructor Standards
9. Ground Instructors
9. Internet Based Training

North Coast Flight School, Inc.

Training Course Outline

This Training Course Outline (TCO) meets the requirements of 14 CFR 141.55.

North Coast Flight School, Inc. is located at Port Meadville Airport (KGKJ), in Meadville, Pennsylvania. It is owned and operated by Gregory S. Hayes. The flight school is operated as:

North Coast Flight School Inc.

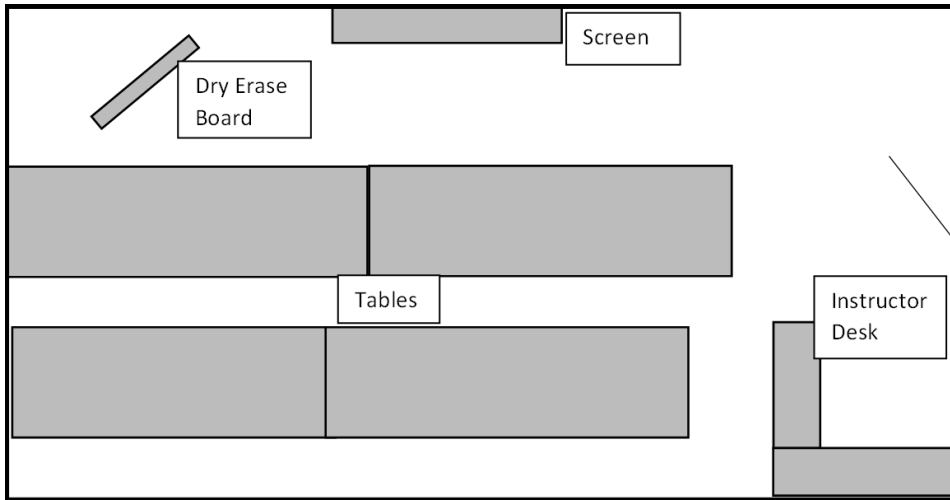
16469 Morrison Rd

Meadville, PA 16335

- 1. Course Title:** Certified Flight Instructor - Airplane Single Engine Land
- 2. Course Objective:** The Certified Flight Instructor Course objective is to provide the student with the knowledge, skill, and aeronautical experience necessary to meet all requirements for a Certified Flight Instructor Certificate with an Airplane Category and a Single Engine Land Class rating.
- 3. Course Prerequisites:** A prospective student for a Certified Flight Instructor certificate must hold at least a Commercial Pilot certificate. They must also possess at least a 3rd class medical certificate or comply with Basic Med rules. The applicant must be able to read, speak, and understand the English language.
- 4. Approved Training Course Syllabus:** North Coast Flight School uses the Jeppesen 141 Certified Flight Instructor Syllabus, and the Jeppesen Certified Flight Instructor Student Record to document each lesson. Each lesson is fully described within the syllabus, including the objectives, standards, and measurable units of accomplishment and learning. The stage objectives and standards are described at the beginning of each stage within the syllabus. See Curriculum Overview in syllabus book for a breakdown of flight and ground school times in the Jeppesen Training Syllabus. Please note that the

overview gives only guidance in achieving regulatory compliance. This training course meets all of the curriculum requirements for the Flight Instructor Certificate course contained in 14 CFR Part 141, Appendix F.

- 5. Grading:** All flight maneuvers performed will be assigned numeric grades as described below in the Student Record:
 - 1 = Excellent. Student demonstrates procedural, manipulative, and perceptual skills at least equal to the instructor.
 - 2 = Above Average. Student demonstrates procedural, manipulative, and perceptual skills approaching that of the instructor.
 - 3 = Average. Student demonstrates procedural, manipulative, and perceptual skills exceeding the minimum standards of acceptability.
 - 4 = Below Average. Student demonstrates procedural, manipulative, and perceptual skills marginally equal to the minimum standards of acceptability.
 - 5 = Below Acceptable Standards. Student demonstrates procedural, manipulative, and perceptual skills which do not equal the minimum standards of acceptability.
- 6. Completion Standards:** The student must demonstrate, through written tests, flight tests, and appropriate ground and flight records, that he/she meets the knowledge, skill, and experience requirements to attain a Flight Instructor Certificate. The student must also show that he/she will continue to exercise those privileges in a safe manner within FAA Regulations. North Coast Flight School Inc. uses the Jeppesen training syllabus which provides the expected standards and accomplishments. The Jeppesen syllabus includes a description of the completion standards and checks and tests to be used to measure the student's accomplishments during training. All written stage tests must be passed with a minimum score of 80% before continuing to the next stages. All maneuvers on flight stage checks must be graded at a minimum of 3 before continuing to the next stage.
- 7. Knowledge Tests and Practical Tests:** The FAA will administer all Practical tests through FAA designated pilot examiners (DPE) or FAA Inspectors. The Knowledge Tests will be conducted at FAA certified knowledge testing centers.
- 8. Ground School:** The ground school portion of the training will be taught by a 14 CFR Part 141 approved North Coast Flight School Inc. instructor. The students must log all of their ground school training. North Coast Flight School Inc. uses Jeppesen Textbooks and reference materials to supplement training. This study program meets the requirements of Appendix F, 14 CFR 141.
- 9. Ground School Facility:** A ground instructional facility is used for operations with the North Coast Flight School Inc. Certified Flight Instructor Course that meets 14 CFR 141.45 requirements. This facility is located at the Port Meadville airport and is highlighted below:
 - A 23'x14' classroom located in the airport facility listed in paragraph 12 is outfitted with a dry erase board, computer with wall mounted screen, and WI-FI access. This room can comfortably accommodate up to 11 individuals.

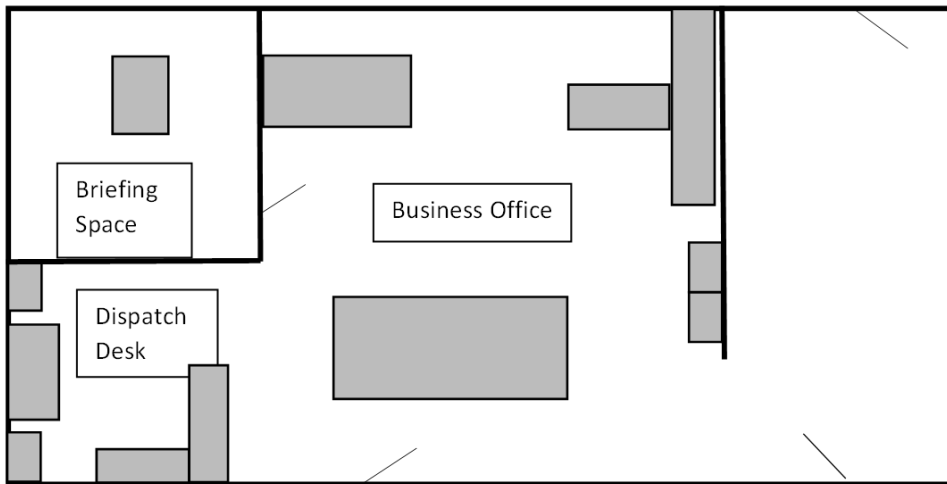


10. Training Aids:

- Computer with wall mounted screen
- Models
- Assorted Aircraft Parts
- White Boards
- FAR/AIM
- FAA Sectional
- Chart Supplements
- Large E6-B flight computer

11. Airport: Port Meadville Airport (KGKJ) is the main training base for operations. Port Meadville is a non-towered airport that has a hard surface runway that meets FAR 141.38 for day and night operations. Dimensions are 5001' x 75'.

12. Airport Facilities: North Coast Flight School's operations base, business office, classroom, and hangar are located 16469 Morrison Rd on the Port Meadville (KGKJ) and provide areas for pilot briefings and preflight planning that meet 14 CFR 141.43 requirements.



13. Aircraft: North Coast Flight School operates a fleet of aircraft consisting of Piper Cherokee Archer(s) (PA-28-181) and a Piper Cherokee Arrow(s) (PA-28RT-201) that are all certified for day/night, IFR/VFR flight. All aircraft meet the requirements of 14 CFR 141.39. Each aircraft must be operated in accordance with the manufacturer’s Pilot Operating Handbook.

14. Chief Instructor: The Chief Instructor for the Certified Flight Instructor Course meets the requirements of 14 CFR 141.35.

Allen J. “Jeff” Fitch
(330) 329-3256
jeff.fitch@cox.net

The Chief Flight Instructor is responsible for certifying each student's training record, graduation certificate, stage check, end of course test report, and recommendation for course completion. The Chief Flight Instructor is also responsible for conducting flight instructor proficiency checks. The Chief Flight Instructor or Assistant Chief flight Instructor will always be available by phone, email, or text message.

15. Assistant Chief Instructor: No Assistant Chief Instructor has been assigned for this course.

16. Check Instructors: The check instructors that are designated to conduct stage checks, end of course checks and instructor proficiency checks must meet the requirements of 14 CFR 141.37 (a) and (b). Each check instructor must be designated in writing by the Chief Flight Instructor to conduct student stage checks, end-of- course tests, and the instructor proficiency checks.

A check instructor may not conduct a stage check or an end-of-course test of any student for whom the check instructor has:

- a. Served as the principal instructor; or

b. Recommended for a stage check or end-of-course test.

17. Minimum instructor standards: Each flight instructor assigned to the Certified Flight Instructor Course must hold *at least*: a commercial pilot certificate with a Certified Flight Instructor rating in category and class.

18. Ground Instructors: Ground instructors must hold at least an *Advanced Ground Instruction* rating.

19. Internet Based Training: North Coast Flight School, Inc. offers instructor lead internet-based training based on the Jeppesen Syllabus outlined in this TCO. This will be done on the Zoom platform. Students completing the North Coast Flight School, Inc Ground School will receive a recommendation for the knowledge test from North Coast Flight School, Inc, Air Agency Certificate 8NCS319L, after successful completion of course requirements.